

**GRADUATE COUNCIL
MINUTES
September 16, 2013
(Approved October 21, 2013)**

Present: John Abbott, Joseph Cazier, Scott Collier, Patty Dale, Keith Davis, Mary Englebert, Pollyanne Frantz, Dru Henson, Holly Hirst, Marie Hoepfl, Edelma Huntley, Sandra Krause, Dwayne McSwain, Vachel Miller, Suzi Mills (for Jennifer Snodgrass), William Pelto, Martin Root, Glenda Treadaway, Peg Werts, Fred Whitt

Excused: Mark Bradbury, Katrina Palmer, Mary Valante

Absent: Susan Davies, Randy Edwards, Louis Gallien, Alex Johnson, Randy Gonzalez

Guests: Linda Johanson, Katherine Ledford, Susan Roggenkamp

Call to order by Dr. Edelma Huntley with introductions of new members and guests. For the membership and subcommittee composition, visit:

<http://www.graduate.appstate.edu/facultystaff/council/index.html>.

It was moved (Werts), seconded (Miller), and unanimously approved that the minutes of the April 15, 2013 meeting be accepted.

Announcements from the Dean

- Dr. Holly Hirst returns to the Math department after December, 2013. Dr. Robert Sanders accepted the position of Associate Dean of the Graduate School effective January, 2014.
- The Graduate School will coordinate First Fridays Open Houses for prospective students. Sandy Krause will be in touch with programs that have prospects planning to attend.
- Recruiting – look for Graduate School ads on the AppalCart buses.
- Preliminary enrollment figures. Comparing Fall 2013 to Fall 2012, down 74 students off campus, but up 10 on campus.
- Advanced Teacher Licensure. Teachers completing the MA in Spring 2013 will receive the pay increase provided that we document that requirements are met by 5/7/14. The policy may be reevaluated, but the university will aim to meet these dates.
- Graduate Program Assessment and Review Committee is finalizing its report to the Deans and will provide the report to the Council for its October meeting.
- We have added a new item to the standard Graduate Council agenda: Lightning Rounds – 1-2 minute information session about particular graduate programs. To feature your program, contact Dr. Huntley.

Announcements from the Associate Dean

- As required by the General Administration, student learning outcomes will be available on the web for public dissemination by October 1. These will be linked to programs and to the Graduate School web page.

- Student Health Insurance Update. The new contract for student health insurance (mandatory for all full-time graduate students) is a better, cheaper plan than last year, but students who are not required (i.e., part time students) will pay a much higher cost to participate. We hope to be able to provide students with more, cheaper options once the ACA act exchanges open in October.

Other Announcements

- Distance Education, Dr. Englebert – We have implemented Grad Connect in an effort to automate communication to prospective students. This is open to graduate programs if on-campus programs wish to use it.
- Fine & Applied Arts, Dr. Treadaway
 - Solar Decathlon will travel to France June 2015. Technology students lead the project with involvement from other programs. Development funds are sought for support. The project is housed on E. King Street.
 - Communication is planning a graduate certificate.

Strategic Planning: University Planning and Priorities Council – Scott Collier, Chair, Subcommittee on Education

- Visit strategicplanning.appstate.edu for a list of members, subcommittees, and upcoming events.
- Dr. Collier distributed the draft mission statement which will be finalized by the end of September and presented to the Board of Trustees.
- Everyone is encouraged to attend the campus forums and give feedback.
- The Strategic Plan will be presented to the Board of Trustees at its December meeting.
- A consulting firm will review all UNC system mission and vision statements for program duplication.

Curriculum Proposals: College of Health Sciences – Department of Nursing.

MOTION: It was moved (Cazier) and seconded (Collier) that the following proposals be approved:

- HS_NUR_2013-2014_1. Add a new graduate program, Master of Science in Nursing*
- HS_NUR_2013-2014_2. Add a new course, NUR 5040 Theories for Advanced Nursing Practice*
- HS_NUR_2013-2014_3. Add a new course, NUR 5050 Educational Theories for Nursing Academic and Practice Settings*
- HS_NUR_2013-2014_4. Add a new course, NUR 5070 Contemporary Issues in Nursing*
- HS_NUR_2013-2014_5. Add a new course, NUR 5150 Advanced Health Assessment for Adults*
- HS_NUR_2013-2014_6. Add a new course, NUR 5200 Advanced Pathophysiology*
- HS_NUR_2013-2014_7. Add a new course, NUR 5250 Nursing Research for Evidence-Based Practice*
- HS_NUR_2013-2014_8. Add a new course, NUR 5715 Instructional Strategies for Nursing and Informatics*
- HS_NUR_2013-2014_9. Add a new course, NUR 5800 Advanced Pharmacology for Nursing*
- HS_NUR_2013-2014_10. Add a new course, NUR 5810 Educational Tests and Measurement in Nursing*

HS_NUR_2013-2014_11. Add a new course, NUR 5820 Nursing Program Development and Evaluation

HS_NUR_2013-2014_12. Add a new course, NUR 5900 Nursing Education Practicum

HS_NUR_2013-2014_13. Add a new course, NUR 5999 Thesis

HS_NUR_2013-2014_14. Add a new course, NUR 5600 Research Project

HS_NUR_2013-2014_15. Add a new course, NUR 5500 Independent Study

HS_NUR_2013-2014_16. Add a new course, NUR 5530–5549 Selected Topics

Discussion:

- Proposal 1, pages 27 & 32 RE: number of tenure-track faculty: Wording will be changed to clarify 2 faculty in year 1 and 2 in year 2 = 4 faculty added (not 6).
- Regarding duplication of the course content that may be offered in other departments: Dr. Whitt noted that accreditation requires Nurses teach all courses (NUR prefix).
- Regarding the lack of flexibility (no electives): Much is mandated by the accrediting body.

VOTE: Motion unanimously approved.

Additional Announcements

- Grants Resources and Services (see attached)
- Research Protections (see attached)
- Cyberinsecurity Workshop presented by Cathy Bates, Chief Information Officer – Friday, September 20 at noon, 387 JET. Open to all graduate students.
- Two topics which came out of the August 31 Graduate Council Retreat are 1) theses and dissertations; and 2) interdisciplinarity – graduate minors and certificates. If interested in exploring these topics further, email Dr. Huntley.

Motion to adjourn (Davis).

Grants Resources & Services

APPALACHIAN STATE UNIVERSITY

Graduate Council / April – August 2013 Report from Dr. Pollyanne Frantz, GRS Director

Initiatives:

- The Grantwriters Education Series, a hands-on interactive series of six workshops designed to take participants through the proposal development process, met April 19 for a final session focused on post-award project management for grants and contracts. The nine participants successfully completing the series attended a recognition and brainstorming luncheon with special guests Drs. Chris Brown (UNC GA), Lori Gonzalez and Edelma Huntley
- Frantz and Amy Love continue to work on the implementation of the REACH NC expertise database. Recent accomplishments included updating and verifying personnel master lists generated by HR Datamart (Love), providing CVs for a Harvester tool testing process (Frantz), and serving as an expertise resource for other UNC campuses' REACH NC liaisons (Love)
- Grant guidelines were created for two programs funded through the Elsevier Foundation's New Scholars Programs: Appalachian Women Scientists (AWS) Seed Grants and Travel and Dependent Care Grants
- Love worked with Dr. Kim Hall, Humanities Council Coordinator, to create a [humanities-oriented basic grant-seeking guide](#) for the Humanities Council website.

Upcoming events:

- First Fridays: "Sustainable Art" featuring Ms. Jeana Klein, Associate Professor of Art (Oct. 4)
- New Faculty and Researcher Workshop (Oct. 15)
- Developing a New Research Agenda (Oct. 23)
- First Fridays: "Sustainable Water Use" featuring Dr. Kristan Cockerill, Assistant Professor of Interdisciplinary Studies (Nov. 1).

Research Protections (RP) Report
Graduate Council and University Research Council
September 2013

Announcements

- Drs. Martha McKay and Laureen Vilas, physicians with the Student Health Service, joined the Institutional Review Board (IRB)
- Appalachian is requesting renewal of our Federal Animal Welfare Assurance and is working to augment our Occupational Health and Safety program for personnel that work with animals in order to be compliant with recent regulatory revisions.
- Julie Taubman participated in the Ad-Hoc Search Committee for the Chief Information Security Officer. Research Protections staff look forward to working with this new position in order to improve information security infrastructure in order to facilitate research with sensitive and confidential information.

Coming Events

- September 4 and 5, Robin Tyndall gives IRB presentations to Drs. Sue Keefe and Chris Yang's classes
- September 17, IRB meeting
- September 17, Webinar on Research Ethics for Undergraduate Research Programs, hosted by the Office of Student Research
- September 25 and 26, Julie Taubman gives Responsible Conduct of Research presentations to Drs. Sarah Carmichael and Levine's classes
- October 1, Institutional Biosafety Council meeting